

Pembrey and Burry Port Town Council
Monthly Meeting
Wednesday 15th October 2014

Councillor Andrew Phillips (Mayor)

Councillors, Ken Edwards, Jean Hire, John James, Stephen James, John Hedley Jones, Mrs Pat Jones, Mrs Shirley Matthews, Mrs Susan Northam, , Michael Theodoulou, Mrs Moira Thomas, Mrs Mary Wenman and Hefin Williams

In attendance: Melanie Carroll-Cliffe (Town Clerk), Alan Howells (Responsible Finance Officer) and John Ridgway (Technical Services Officer)

(Pembrey Memorial Hall, 7.00pm – 8.40pm)

76. Opening Prayer

There was no opening prayer, in the absence of Cllr Graham Davies.

77. Personal Matters

Apologies were received from Cllrs Graham Davies, Malcolm Davies, Robert John, David Owens as well as County Councillor Hugh Shepardson.

78. To receive Members' Declarations of Interest in respect of the business to be transacted

Members confirmed their usual declarations of interest.

79. Police Business

There was no attendance by the Police and also, no report was available.

80. To confirm the minutes of the meeting held on 17th September 2014

The minutes of the Town Council meeting held on 17th September 2014 were accepted as a true record.

81. Information from the aforesaid minutes

P48 (61) Report of the TSO – Wales in Bloom 2014

Cllr Moira Thomas referred to the recent success in winning first place in the small towns category of Wales in Bloom and suggested that a letter of thanks be sent to Nigel Sheldon of Wrenvale Nurseries and Landscapes for his advice and provision of the plants.

P49 (61) Report of the TSO – Copperworks School

Cllr Ken Edwards clarified that where there is reference to the site being solely used for storage, this is by the Town Council only.

Cllr Moira Thomas referred to the containers which are also used for storage on site at the Memorial Hall and queried whether these were now required. The TSO advised that what is stored in them needs to be retained on site for regular use. However, it was discussed that there are staging platforms in the containers which belong to Burry Port Choir, at no cost at present. It was therefore **APPROVED** that this issue be referred to the Fees and Charges Sub Group for further consideration, as another local organisation is being charged for storage.

P57 (70) Consideration of the potential re-positioning and re-dedication of the Roll of Honour currently displayed in the Memorial Institute

Following discussions at the previous Town Council meeting, the Clerk provided members with an update in relation to arrangements for this year's Remembrance Service. She advised that enquiries had been made with the Vicar of St Mary's Church regarding the possibility of the service being held at the Memorial Hall rather than at the Church. However, the Vicar had advised that he was unable to do so. Some members were disappointed by this but it was emphasised that Reverend Michael Wheatley is the Padre for the local British Legion and although the Town Council assists with the arrangements, it is effectively their service. A suggestion was made that such a service could be considered for 2018 for the commemoration of the end of World War I, as there would be ample time to prepare. Alternatively, an ecumenical service could take place on the Friday prior to the Remembrance Day service.

There was also some discussion in relation to the fact that the service is centred in Burry Port and it was suggested that consideration could be given to alternating it with Pembrey. However, it was felt that this would be more difficult as there is no cenotaph in Pembrey.

Following discussions it was therefore approved that the arrangements for this year's Remembrance Service will continue in the usual format, with special consideration to be given to arrangements for 2018.

82. Report of the Technical Services Officer (TSO)

Cemetery

Burials

During the month of September 2014 there have been 2 burials and 1 burial of ashes.

Memorial Hall

- 1 The re-covering of the existing chairs is 80% complete.
- 2 Decoration in progress.
- 3 Flooring to commence w/c 20/10/2014

The TSO updated that 90% of the chairs have now been re-covered. Due to the Opera taking place in the hall, the flooring is to be delayed to the first week of November 2014.

An update was requested in relation to the Roll of Honour being moved. The TSO advised that this would be quite complicated and he did not believe that the Council's own staff would be able to undertake the task.

Snooker Room

At the Regeneration and Leisure Committee meeting on 2nd October 2014 it was decided not to pursue plans to turn the room into a council chamber and offices at this time.

It was suggested in the first instance the tables should be removed.

Pembrey Memorial Hall

Following a report from the Fire Officer, the CCC Property Compliance is liaising with him to find a way forward in respect of his requirements.

Serendipity

Work will commence on the electrical remedial work on 11th October 2014.

Christmas Lighting

At a meeting with David Morris CCC street lighting and Mark Williams Iwec it was decided that the CCC provide a quotation for power points at 7 street lighting columns in Burry Port and Pembrey.

Website

The new look website should be online by the 20th October 2014.

The TSO advised that he was due to meet with the website designer once more on 21st October to finalise the new design. Statistical data had also been provided in relation to usage of the current website. There had been 4,000 “hits” during the month of August 2014 with the main items viewed being Pembrey Circuit, Pembrey Country Park, the what’s on news section and events. Two thirds of people access the website through their mobile phone or tablet and therefore, the new website will be mobile friendly.

Footpath Maintenance

Pembrey Community Centre : Stepney Road School : Harbour/ Clwb Bach/ Moreb
Roundabouts : Elkington Road / Stepney Road : Stepney Road School
Burry Port Park : Engine Inn : The Level : Copperworks School : Cage Walk 71/24 : Furnace Road 71/30 : Lookout 71/13 : Brynteg 57/43 : Ship Aground 57/61 : Embankment 57/60 :
Pembrey Square : Bryndias 57/47

83. To consider the report of the Regeneration and Leisure Committee meeting held on Thursday 3rd July 2014

It was **RESOLVED** that the minutes of the Regeneration and Leisure Committee meeting held on the 4th September be signed and accepted as a true record.

Matters Arising

P3 (10) Update on commemoration of WWI

Cllr Stephen James expressed gratitude to those Councillors and staff that had been involved in organising the World War I event, which had been extremely well attended. It was advised that the sum of £442 had been raised on the night, which is to be presented to the charity, LINKS.

Cllr Ken Edwards referred to the discussions which had taken place at the Regeneration and Leisure Committee meeting regarding the Council having a presence on Facebook and Twitter. He advised that although he did not use social media sites, he had reservations as he felt that it could be used as a means of abusing members of staff due to decisions which the Council had taken. The TSO advised that safeguards have been discussed with the website designer. He also assured that he would be controlling the Facebook site and suggested that the situation just be monitored.

Following the discussions, members voted on the proposal that the Council proceeds in principle in having Facebook and Twitter accounts but requests the Regeneration and Leisure Committee to consider safeguards. This was **RESOLVED**, following the casting vote being given by the Mayor in favour of the proposal.

Whilst discussing ways of better communication with the public, Cllr John James referred to the potential of a Junior PACT. Cllr Shirley Matthews also suggested that a representative could attend Council meetings from Glan y Mor School and have a non voting role. Cllr Mary Wenman suggested that Ysgol y Strade could also be involved.

P4 (12) Update on appointment of new trustees for Pembrey Memorial Hall

A query was raised as to whether this issue had now been resolved. The Clerk advised that there had been some communication with Mr Matt Morden in relation to the issue. He had been in contact with some of the current trustees, who had agreed to relinquish their trustee status. Cllr Shirley Matthews added that she and Cllr John Hedley Jones were due to shortly meet with a local resident who has documentation relating to the current trust. Members discussed the potential constitution of the new trust and were generally of the view that the trustees should be comprised of mainly Councillors or even possibly all Councillors. It was even suggested that potentially the Town Council in its entirety could be the trustees.

84. Report of the Responsible Finance Officer (RFO)

The RFO, Alan Howells, presented his report, as set out below:

1. Bank

The following cash balances are held with Lloyds at 30th September 2014 :-

	Balance at bank	Unpresented cheques	Council cash book balance
	£	£	£
Business Instant Access account	280503.70		280,503.70
Community Account	17881.68	10,483.82	

7,397.86

Imprest account

	739.95	739.95
£299,125.33	£10,483.82	£288,641.51

2. Schedule of accounts paid

The following accounts have been paid from 1st to 30th September 2014 :-

<u>Supplier</u>	<u>Details</u>	<u>Ref</u>	<u>Cost ex Vat £</u>	<u>VAT</u>	<u>Total cost</u>
Heart internet	Web provider	3	8.99	1.80	10.79
	Events - WW1				
Shirley Matthews	Commemoration	9	72.45		72.45
	Events - WW1				
Ellen Davies	Commemoration	9	20.00		20.00
SWALEC	Heating - Electricity	1	574.33	114.86	689.19
Tradepoint	Hall - Refurbishments	1	9.96	2.00	11.96
Tradepoint	Hall - Refurbishments	1	87.45	17.49	104.94
Travis Perkins	Cemetery - maintenance	4	114.45	18.39	132.84
Llanelli Blinds and Upholstery	Memorial Hall - Refurbishments	1	2500.00	500.00	3000.00
BT - Internet service	Hall - internet	1	44.00	8.80	52.80
Myrddin Garden Machinery	Cemetery - machinery maintenance	4	22.80	4.56	27.36
Myrddin Garden Machinery	Cemetery - machinery maintenance	4	19.95		19.95
Lyreco	Admin supplies	3	29.44	5.89	35.33
Lyreco	Admin supplies	3	14.81	2.96	17.77
Lyreco	Admin supplies	3	-16.78	-3.36	-20.14
Parker Plant Hire	Hall - Storage	1	58.80	11.76	70.56
Parker Plant Hire	Hall - Storage	1	58.80	11.76	70.56
Darren Daniel	Hall - maintenance	1	50.00	10.00	60.00
	Admin - Wales in Bloom awards				
Usk in Bloom	awards	3	40.00		40.00
Plusnet	Internet provider	3	15.00	3.00	18.00
Cathedral leasing	Hall - maintenance	1	64.98	13.00	77.98
Chivers Corner Garage	Floral Displays - van	9	25.30	5.06	30.36
Chivers Corner Garage	Cemetery - Van	4	157.53	31.51	189.04
Xerox finance	Photocopier costs	3	30.18	6.04	36.22
Biffa	Hall - Refuse costs	1	85.39	17.08	102.47
Biffa	Cemetery - Refuse costs	4	74.72	14.94	89.66
Wynnstay	Equipment	4	26.59	5.32	31.91
CCC-rates re 14-15	Additional rates	1	1040.47		1040.47
Burry Port Town Band	Special - Donation	9	200.00		200.00
	Memorial Hall - Refurbishments				
Travis Perkins	Pembrey Library - maintenance	1	621.72	124.34	746.06
Dyfed Alarms	Pembrey Memorial Hall - repairs	1	110.00	22.00	132.00
Darren Daniel	repairs	1	50.00	10.00	60.00
Days Rental	Floral Displays - van	9	476.00	95.20	571.20
Coach House Pianos	Hall - piano tuning	1	120.00	24.00	144.00
Consortium	Hall - cleaning materials	1	121.04	24.22	145.26
British Gas	Pembrey Memorial Hall	1	349.70	17.48	367.18

Llanelli Blinds and Upholstery	Memorial Hall - Refurbishments	1	2500.00	500.00	3000.00
BDO	Admin - External Audit	3	650.00	130.00	780.00
Events Forum	Special - Donation	9	250.00	0.00	250.00
Llanelli Deaf Club	Special - Donation	9	50.00	0.00	50.00
Christian Ford Memorial Fund	Special - Donation	9	250.00	0.00	250.00
Tradepoint	Memorial Hall - Refurbishments	1	35.80	7.16	42.96
IWEC	Memorial Hall - maintenance	1	191.90	38.38	230.28
IWEC	Pembrey Memorial Hall - maintenance	1	252.57	50.51	303.08
Days Rental	Floral Displays - van	9	306.00	61.20	367.20
			<u>11764.34</u>	<u>1907.35</u>	<u>13671.69</u>

The RFO referred to the overall bank balances totalling £288,641.51 as at the end of September 2014. In relation to the schedule of accounts paid, he referred to some more unusual ones, namely in relation to one of the World War I commemoration events and also the Memorial Hall refurbishment (Llanelli Blinds and Upholstery – re-covering of chairs). There were also three donations to local organisations.

3. Petty Cash

Payments made from 1st to 30th September 2014

Coop - Blooming Great Tea Party	9	13.49		13.49	
Llanelli trophies	9	40.00		40.00	
Llanelli Star	3	0.70		0.70	
Key rings	3	3.90		3.90	
Phone card	3	10.00		10.00	
Llanelli trailer centre - lenses and socket	4	17.50	3.5	21.00	
Llanelli Star	3	0.70		0.70	
John Morgan Auroparts	4	30.00		30.00	
J. Romero Ironmongers - Shovel	4	24.99		24.99	
WH Smiths - diaries	3	21.98		21.98	
Total payments made from petty cash			<u>£163.26</u>	<u>£3.50</u>	<u>£166.76</u>

The RFO emphasised that on this report, references are provided for all payments, showing under which statutory provision they have been made.

4. Budget Monitoring Report

The RFO advised that as at the end of August 2014, income and expenditure should be around 42% of budget.

The RFO indicated that overall income is just over 32% and is therefore under budget. However, some large payments have not been received. The footpath grant is being claimed this month. Also, two of the SLAs have been received and therefore, the income will be significantly boosted.

In relation to expenditure, employees' costs are within budget. Administration costs are over budget for year to date, which is mainly attributable to insurance paid at the start of the financial year. Also, an additional payment has had to be made for rates to the County Council for the Copperworks Site, due to this being empty.

The RFO advised that in relation to Civic Expenditure, he has as approved added in the Christmas Tea and Cawl Cennin but these will be merged in general Civic Expenditure the following month. Expenditure on the Cemetery/footpaths is within budget. This is despite the sum of £1,400 being paid for rates in April 2014. However, expenditure under the heading of electricity, water and rates is over budget. Expenditure on maintenance and repairs is also over budget, due to the increased refuse costs, following this being taken over by Biffa. The TSO has looked at potential other providers, but has not received prices to date.

Expenditure on the Hall and Institute is slightly over budget. Again, rates were paid in April and also the cost of electricity is running quite high. The electricity supply had been discussed at the recent Finance Committee meeting and is to be further considered with the TSO.

Expenditure on the Copperworks is within budget, although again, expenditure on electricity, water and rates is slightly over budget.

Expenditure on the former Pembrey School is under budget, with only the heading of electricity, water and rates being over budget.

Expenditure on Pembrey Memorial Hall is within budget.

In relation to Special Projects, there has been limited expenditure to date. It was highlighted that there would shortly be expenditure on Christmas lighting and this would be further discussed as an agenda item.

Net expenditure to date is slightly over budget at 42.26%.

85. To consider the report of the Finance Committee meeting held on Monday 8th September 2014

It was **RESOLVED** that the minutes of the Finance Committee meeting held on the 8th September be signed and accepted as a true record.

Matters Arising

There were no matters arising.

86. To consider any planning applications

Members were advised that the Planning Committee had recommended approval of all three applications, which they endorsed.

<u>Application No.</u>	<u>Name and Address of Applicant</u>	<u>Description of Application</u>
S/30857	Mr Lee Edwards Land at rear of 7 St Iltyd's Rise, Pembrey	Erection of one dwelling APPROVED
S/30858	Martyn Blewett The Old Builders Yard Burry Port	Removal of conditions 10, 11 and 12 on S/29955 (code for sustainable homes) APPROVED
S/30884	N and C Rees 54 Ashburnham Road Pembrey	Single storey rear extension to former sunroom APPROVED

87. To consider any County Councillors' reports

County Councillor Pat Jones advised that she has ongoing involvement in relation to the caravans in Glanmor Terrace, in which some people are living. She also advised that she is awaiting another meeting at Plas y Mor residential home. Additionally, County Cllr Pat Jones advised that work has commenced within the County Council to look at next year's budget, although, a great deal more work is required.

County Councillor Shirley Matthews advised that she had no public information to report but that she had been involved in some private issues over the last month.

County Councillor John James advised that it had been a reasonably quiet month. He however confirmed that the petition delivered regarding the bus service to Prince Phillip Hospital appears to have been sympathetically received.

Cllr Stephen James enquired if there was an update in relation to the potential closure of Burry Port Police Station. Cllr Pat Jones advised that there was no news at present but she is due to meet with the Police and Crime Commissioner shortly and will be raising this subject. County Councillor John James confirmed that what is certain is that the police station would not be closing in December, as had previously been anticipated.

88. To consider the Mayor's report

The Mayor advised that he had attended the recent Flood Forum meeting. Cllrs Moira Thomas, John Hedley Jones and Malcolm Davies had also attended. The Mayor confirmed that he had made it clearly known that Pembrey and Burry Port Town Council was unhappy with some of the views which had been expressed at the previous meeting. He had received an assurance that in future, if Nia Griffith MP was unavailable to chair a meeting, then it would be cancelled.

The Mayor referred to the highlight of the past month being the World War I commemoration event which was held at the Memorial Hall on 26th September 2014. Another event which he had recently attended was the Civic Service of Llanelli Town Mayor.

89. Consideration of potential collaboration opportunities with other local Town Councils and approval of ongoing discussions with Llanelli Town Council, Llanelli Rural Council and Llangennech Community Council

The Clerk outlined that a second meeting had taken place with the other local Councils on 24th September 2014. At this meeting, it was agreed that each respective Council individually report back to its members what has been raised and seek further suggestions for potential collaboration opportunities. It was also agreed that each Council effectively obtain a mandate from its members to continue the discussions.

Cllr Michael Theodoulou added that some areas have already been considered, such as procurement, HR and cemetery management. Members were being requested to consider other possible worthwhile collaboration opportunities.

Cllr John Hedley Jones referred to the fact that there may be scope to collaborate with some other Councils. He specifically referred to Trimsaran in relation to footpaths.

Cllr John James confirmed that the discussions had commenced between the current four Councils to see how the situation develops but potentially, it could be widened. He referred to the fact that he had some personal reservations as a result of apparent meetings which had taken place between Llanelli Town Council, Llanelli Rural Council and the County Council on asset transfers. However, assurances had been given that the meetings had related to charging for sports facilities. It was also confirmed that an officer from Carmarthenshire County Council will now be attending the next meeting on the 26th November 2014.

Cllr Stephen James emphasised that change is coming to the sector and a consultation paper is shortly due to be published, specifically dealing with Town and Community Councils. He therefore emphasised that it is inevitable that we have to work together, whether we do it now or are forced to do so at a future date.

During the course of the discussions, some concern was raised that Llanelli Town Council and Llanelli Rural Council are much larger Councils. However, it was emphasised that amalgamation is not being considered but only collaboration opportunities, which could be beneficial.

Following the discussions, it was proposed that the discussions with the other Councils continue and furthermore, that collaboration opportunities are considered by the Town Council's committees and that the agenda item be further considered at the November Town Council meeting. This was **RESOLVED**.

90. Consideration of the Council's response to Carmarthenshire County Council's consultation exercise on the proposed charges for sports facilities

Cllr Michael Theodoulou indicated that he had requested that this item be placed on the agenda. However, since this, there had been further developments as a Task and Finish Group has now been set up to look at the Committee structure. Cllr Theodoulou requested that the Council ask this Group to extend its brief, to consider delegated powers and the behaviour of Councillors when acting in a way that represents the overall Council. It was generally felt that this was a Civic Governance issue and not one that the sub group should consider. It was therefore proposed and **RESOLVED** that this particular issue be referred to the full Civic Governance and Personnel Committee.

91. Approval to dispose of the snooker tables in the Snooker Hall (recommendation from the Regeneration and Leisure Committee meeting of 02/10/14).

During the course of the discussions upon this issue, some concern was raised as to the value of the snooker tables and the fact that the Council should be satisfied that there has been full investigation regarding disposal options.

The TSO advised that over a year ago, he had made enquiries with around ten snooker clubs in South Wales but there had been no interest. He also advised that he had spoken to Absolute Snooker once more, who had indicated that they have a warehouse full of snooker tables, which are not selling. If they were to remove the snooker tables from the snooker room, the charge would be £250 per table. If they are only required to dismantle the tables, with them being removed by someone else, then the cost for dismantling would be £95 per table. The TSO also advised that the tables are now valued at £3,000 each for insurance purposes.

As the Star reporter was in attendance, it was suggested that the newspaper could run an article, which indicated that any offers would be considered, with a deadline being provided for enquiries. It was felt that for audit purposes, it could then be seen that the Council had tried its best to effectively dispose of the tables.

92. Adoption of Employers' Discretionary Policy under the Local Government Pension Scheme Regulation 2013 (referral from Civic Governance and Personnel Committee meeting of 23/09/14)

The Clerk referred to a presentation which had been given by Matthew James of Carmarthenshire County Council at the Civic Governance and Personnel Committee meeting on 23rd September 2014. In essence, a draft policy had been provided, which had been considered but this needed to be formally adopted by the Town Council. Given the referral from the Civic Governance and Personnel Committee, members unanimously **RESOLVED** to approve this.

93. Consideration of a potential increase of the Christmas lighting budget

The Clerk advised that this had been recently considered both by the Regeneration and Leisure Committee and the Finance Committee. No recommendation had been made at the Finance Committee meeting on 13th October 2014, as members felt that it should be fully debated by all members of the Town Council.

The Clerk outlined the figures for the proposed expenditure. It was emphasised that additional lighting is to be purchased and there will also be some other one off expenditure. It was also advised that there had been a recent donation of £2,500 from the Community Forum, as a contribution towards the lighting, which could be utilised towards the additional expenditure.

Members unanimously **APPROVED** the proposed increase to the Christmas lighting budget, as presented.

It was confirmed that the switch on of the Christmas lights will take place in Burry Port on 28th November 2014.

94. To consider Communications received

1. Letter from St David's Diocesan Board of Finance dated 30th September 2014 in relation to the land at the front of Pembrey Memorial Hall. This advises that the Council's request to consider donating the land to it will be discussed at the meeting later in the year.

Noted, but the Clerk will make enquires as to when the next meeting will be taking place.

2. Email on 30th September 2014 from the Chairman of Carmarthenshire Local Service Board. This advises that the Carmarthenshire Integration Community Strategy Annual Forum will be held on Thursday 27th November 2014 at the Halliwell Theatre, Carmarthen. Registration commences at 8.45am, with the event starting at 9.30am and finishing at 1pm.

*The Clerk advised that Cllr Graham Davies had expressed an interest in attending this Forum and his attendance was **APPROVED**.*

3. Email from One Voice Wales dated 30th September 2014, providing a copy of the response given on behalf of the sector to the Welsh Government White Paper "Devolution, Democracy and Delivery – Reforming Local Government".

Noted

4. Email dated 6th October 2014 from Planning Aid Wales. This advises that Planning Aid Wales is delivering a Community Planning seminar on 18th November at the Chapter Arts Centre, Cardiff. The seminar will take place between 2.30pm and 6.30pm and the cost is £20 per delegate.

Noted

5. Email dated 6th October 2014 from the Welsh Government. This advises that in accordance with the requirement of Section 147 of the Local Government (Wales) Measure 2011, the Independent Remuneration Panel for Wales has published its draft Annual Report on its website.
<http://wales.gov.uk/irpwsb/home/publication/201415/141002-draft-annual-report-2015-16/?lang=en> The report will have effect for the financial year 2015/16. Chapter 10 relates to Town and Community Councils. In order to meet the Measure's requirement to publish the Annual Report by 28th February 2015, an eight week consultation will take place. Representations should be received by 27th November 2014 by writing to the Secretariat at irpmailbox@wales.gsi.gov.uk. Postal details are on the website.

Noted

6. Letter dated 8th October 2014 from the Chair of Review of Designated Landscapes in Wales. This advises that the Welsh Government has commissioned an independent panel to conduct a review of designated landscapes in Wales (National Parks and Areas of Outstanding Natural Beauty). The review will take place during the remainder of 2014 and throughout 2015 and will be in two stages. The letter advises that it will be important to gather a variety of types of evidence from both stakeholders and members of the public. There will be a set of evidence gathering activities involving written submissions, face to face meetings, public workshops and the gathering of evidence via the website. The letter specifically invites the Council to initially submit written

evidence to the review panel by 5th November 2014 regarding the first stage of its work where it will address the purposes of designated landscapes and the merits of classifying Wales' designated landscapes under one type of designation. Subsequently, some focussed evidence gathering sessions will be arranged over the 20th/21st November 2014, to which the Council maybe invited.

Noted

95. To receive reports by elected members, if any

Cllr John Hedley Jones referred to the recent Flood Forum which he had attended and how on this occasion, with Nia Griffith MP chairing the meeting, it had been chaired very differently.

Cllr Stephen James reported that he had attended the Larger Councils Committee meeting in Builth Wells that day. From what was discussed, it is clear that in future, there will be a more stringent audit process. This is as a result of the district auditor having established that Councils often have not done things which they have ticked the form to say that they are doing. In future, the risks register will be considered. Also, a copy of the Council's budget will be requested, rather than a box being ticked on the form.

96. Report of the Clerk on matters of administration

1. Letter from Pembrey and Burry Port Gardening Club dated 8th October 2014. This conveys congratulations to the Town Council on its outstanding achievement in the Wales in Bloom competition. The letter also goes on to state that it was a pleasure for the organisation to have had some participation in designing one small site.

Noted, but Cllr Moira Thomas also expressed thanks to the Star reporter, Gemma Roberts for additional coverage in the newspaper.

2. Letter from Carmarthen Town Council dated 8th October 2014 in relation to the Swansea Bay City Region which was launched in July 2013 to create jobs, boost prosperity and encourage inward investment. The Swansea Bay City Region encompasses the local authority areas of Pembrokeshire, Carmarthenshire, City and County of Swansea and Neath Port Talbot. It is run by a board comprised of representatives of the public and private sectors.

The letter advises that in order to learn more about the objectives and activities of the Swansea Bay City Region Forum, Carmarthen Town Council has arranged for a senior member of the board to attend a meeting at their offices at St Peter's Civic Hall, Nott Square, Carmarthen on Wednesday 19th November 2014 at 7pm. The letter extends an invitation for the Council to send two representatives to the meeting. It also emphasises the importance of this Forum, particularly in light of likely changes as recommended by the Williams Commission, which could present new opportunities for the lower tier of local government.

*It was **APPROVED** that two representatives should attend this meeting, namely the Chair of the Finance Committee being the Mayor, Cllr Andrew Phillips and the Chair of the Regeneration and Leisure Committee, Cllr Shirley Matthews.*

3. Letter from the Community Forum dated 13th October 2014 conveying gratitude to the Council for its support. It advises that the Town Council is its main supporter and sponsor and without the Council's contributions, the Pembrey and Burry Port Carnival would not be the prestigious event which it has evolved into. The letter also advises that the Carnival is a springboard for organising other community based events. In conclusion, the letter encloses a donation of £2,500 which it states is to be shared between Pembrey and Burry Port towards Christmas lighting.

Noted

4. Email dated 14th October 2014 from Technical Services Department, Carmarthenshire County Council. This advises that a request has been received for limited waiting (2 hours) outside Jerusalem Chapel, Gwscwm Road between the hours of 8am and 6pm Monday to Saturday. It indicates that the police supports the proposals. The Town Council is one of the consultees.

Members wish to support the limited waiting but to also include a Sunday, when it is felt that the problem is at its worst.

5. Final item to be taken in camera.

In view of the confidential nature of the business to be transacted, the following item be considered in private, and that the power of exclusion of the public under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 be exercised.

*The Clerk circulated the confidential minute of the meeting of 17th September 2014 which was **APPROVED** as a true record by members.*